**ERASMUS+ Traineeship Application Form**

**Academic Year 2019-2020** - Students

Section 1: Personal Details

|  |  |
| --- | --- |
| Family Name |  |
| First Name |  |
| Sex (please tick) | Male □ Female □ |
| Nationality |  |
| Date of Birth |  |
| Address  (please be accurate) |  |
| Telephone |  |
| Mobile phone |  |
| E-mail |  |

Section 2: Academic Details

|  |  |
| --- | --- |
| Student Number |  |
| Cycle of Studies | Bachelor □ Master □ PhD □ |
| Program of Study |  |
| Concentration  if applicable  (i.e Business Administration :  Public Administration) | |
| Language of instruction of Program | English □ Greek □ |
| Year of Study  (1st, 2nd, 3rd, etc) |  |
| Credits Completed  (until the end of the current semester) |  |
| CPA |  |

Section 3: Languages

**Please indicate below your mother tongue(s) and any foreign languages you speak:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Poor □ Good □ Fluently □

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Poor □ Good □ Fluently □

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Poor □ Good □ Fluently □

Section 4: Mobility Duration

Summer 2019 □ Academic Year 2019/2020 □

Section 5: Preferred countries

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section 6: Extra Information (Please answer yes or no and explain where necessary)

|  |  |
| --- | --- |
| Do you have any work experience? | Yes □ No □ |
| Do you have an Internship course in your Academic path? | Yes □ No □ |
| Do you have any disabilities? | Yes □ No □ |
| Do you hold any scholarship at the University of Nicosia? If yes please provide details. | Yes □ No □ |
| Are you involved in any Extracurricular Activities:  (Erasmus Society, Athletic Competence/ participation, Clubs/Societies, etc.) | Yes □ No □ |
| Have you ever been on Erasmus+ for Study Mobility or Traineeship? (If yes, please add dates of mobility) | Yes □ No □ |

Section 7: Information for Emergencies (The Information is confidential and will be used only in case of emergency)

|  |  |
| --- | --- |
| Do you suffer from any health problems? | Yes □ No □  (If yes, please provide the exact name of the illness, use of any medications, etc) |
| Disabilities requiring support:  Have you been diagnosed with a learning disability? (Dyslexia, apraxia, etc) or attention problems (hyperactivity, etc) | Yes □ No □ |
| * If YES, do you have a report confirming that diagnosis? | Yes □ No □ |
| Do you have a physical disability that might affect your Traineeship abroad? (Mobility problems, impaired hearing, impaired vision, history of disease such as diabetes, etc) | Yes □ No □ |
| * If YES, do you have a report confirming that hypothesis? | Yes □ No □ |
| Do you have any other difficulties that might affect your Traineeship abroad? Please give details.  (Details in the family or other traumatic loss, emotional problems, eating disorder, etc) | Yes □ No □ |

Section 8: Whom to Contact in Case of Emergency

First Contact Person

|  |  |
| --- | --- |
| Name |  |
| Relationship to you |  |
| Home Address: |  |
| Home Telephone: |  |
| Work Phone: |  |
| Mobile Phone: |  |
| Email: |  |

Section 9: Necessary Documents

With this application please make sure to also attach:

1. Recommendation Letter ( from any university lecturer that has taught you at any point in the duration of your degree)
2. Copy of ID card or Passport
3. Progress Report ( you can ask for this at the office A8)
4. CV
5. Passport Size Photograph
6. A **typed short** ESSAY about your ambition to go on the Erasmus Traineeship, including the following points into your writing (expected length: 1 page).

* *What goals do you set for your work abroad phase (professional, personal)?*
* *What kind of extra value would you get from your Erasmus Traineeship?*
* *What kind of characteristics do you think are important for a student going to work abroad?*
* *How would you promote University of Nicosia and Cyprus in your potential work experience?*

Section 10: Checklist

Please ensure you have included the following in your application.

|  |  |
| --- | --- |
| **Document** | **Please Tick (√ )** |
| Application Form |  |
| Copy of ID / passport |  |
| Passport Size Photograph |  |
| Recommendation Letter |  |
| CV |  |
| Progress Report |  |
| Short Essay |  |

**Submission Guidelines:**

APPLICATION DEADLINE: **Monday, 11th of February 2019**

**Only typed applications will be accepted.**

All hard copies applications should be submitted to Ms. Georgia Argyrou, (Tel. 22841571/1726, Argyrou.g@unic.ac.cy) at the Erasmus Office (M102). Also make sure you have included all of the above documents as incomplete applications will not be accepted.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

THE UNIVERSITY OF NICOSIA VALUES ALL STUDENTS EQUALLY AND UNIC IS COMMITTED TO ENSURING THAT DISABLED STUDENTS ARE TREATED ON AN EQUAL BASIS